

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS FOR A SOLE SOURCE CONTRACT

CONTRACT NO.: DCRL-2017-R-0087
CAPTION: Data Sharing and Conversion
PROPOSED CONTRACTOR: Chapin Hall at the University of Chicago
PROGRAM AGENCY: Child and Family Services Agency

FINDINGS

1. **AUTHORIZATION:**

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1702

2. **MINIMUM NEED:**

The District of Columbia, Child and Family Services Agency, Office of Agency Performance has an immediate need for a Contractor to provide information management and research tools to transform CFSA Data into a longitudinal database, that can improve outcomes for the children and families this agency serves. The period of performance shall be One year from date of award.

3. **ESTIMATED REASONABLE PRICE:**

\$35,000.00

4. **FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- a) The Office of Agency performance is concerned with permanency outcomes for children and families, and is faced with the issue of measuring those outcomes in order to continue to identify ways they can reduce the interface time spent with CFSA.
- b) The proposed contractor is the only entity capable of meeting the District's minimum need during the proposed period of performance. The proposed contractor, the Chapin Hall at the University of Chicago, is aware of the services to be provided, is capable of performing services, and has performed in this capacity before. Chapin Hall at the University of Chicago has, since its inception in 1985 as a research and policy center, focused on a mission of improving the well-being of children and youth, families, and their communities.

- c) Chapin Hall maintains a database for tracking child welfare service careers longitudinally; it has developed computer programs and Internet based tools for accessing the database and generating reports, including reports amenable to such federal outcomes as: time to adoption, time to reunification, placement stability, and foster care reentry. Chapin Hall will also provide technical assistance on extracting, interpreting and using information from the database to help understand child welfare system performance.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Director
Brenda Donald

6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Contracting Officer approve the use of the sole source procurement method for this proposed contract.

Date

Tara Sigamoni
Chief Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Procurement Officer